

HONR4001 Honours Project Guidelines for Academics (For Advisor and Co-Advisor)

- Honours Project is an individual project to be completed by each Year 4 Honours College student in his/her area of discipline, although interdisciplinary study is also permitted.
- The topic should be on a real-life problem or with practical applications in the student's discipline of study under the supervision of a faculty advisor in the student's respective field of study.
- If the research topic is interdisciplinary, a co-advisor can be invited where appropriate.
- The topic should be determined after discussions between the student and the advisor(s), and approved by the advisor(s).
- Although the enrollment for the course will be done in the 2nd semester, each student should start to find advisor(s), discuss on the potential research topics, find the co-advisor if applicable, and perform preliminary preparation in the 1st semester.
- Funding of up to MOP2,000 is available for each individual project. The student is required to submit funding application in the 1st semester upon endorsement by the advisor. After being informed of the approval result of the funding application at the beginning of the 2nd semester, the student can start to purchase the approved funded items with the permission of the advisor.
- The student is expected to work on the project for the whole academic year. The student must take initiatives to consult the advisor(s) regularly.
- The deliverables are (1) an Abstract (2) a Poster and (3) a Project Report, to be submitted in the enrolled semester.
- Grading is determined by the advisor(s) according to:
 - the overall performance throughout the process,
 - the final report,
 - the poster, and
 - the symposium presentation.
- The advisor should invite one academic staff in the relevant topic area as examiner to attend and grade the student's presentation at the Honours Project Symposium which will be held at the end of the 2nd semester. The examiner will evaluate the student's presentation. The advisor should communicate with the examiner to summarize the overall grade of the presentation part. The advisor will be the one to input the final grade in the Course Result Entry system.
- The advisor and examiner should stay at the student's presentation and ask questions.
- The contribution of supervision will be counted as teaching service.
- The report and abstract should be written in English, or in the medium of instruction other than English in the student's bachelor's degree programmes.
- The student needs to apply for approval for any special cases or limitations.

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- Regarding **research ethics**, the course outline has stipulated that the student should comply with the **UM Research Ethics Principles** (<https://rskto.um.edu.mo/funding/ethics/>). Furthermore, the student is required to submit his/her research design, including questionnaires and methodologies, to the advisor(s) for review. The advisor(s)' consent has to be sought before any data collection begins to ensure ethical standards are met. The advisor(s) should monitor the project and ensure continued compliance with ethical standards throughout the project.

The **use of GenAI tools** must align with UM's core values and code of ethics. In order to enhance transparency between the student and the advisor(s) related to issues of academic integrity, the advisor(s) should indicate the permission level of the use of GenAI in conducting the Honours Project to the student during the first meeting as follows (in accordance to the UM **Guidelines on the Use of Generative Artificial Intelligence Tools**, <https://genai.um.edu.mo/>):

1. Use of GenAI is permitted within the course policy;
 2. Use of GenAI is permitted in certain circumstances or with explicit permission;
 3. Use of GenAI is prohibited.
- For any enquiries, please contact the Dean of HC, Prof. Rose Neng LAI at (email: roselai@um.edu.mo; tel: 8822 4728) or Programme Coordinator, Prof. Dennis WANG at (email: dennisw@um.edu.mo; tel: 8822 8712)